



## **School Security Specialist Job Posting**

Supervisor: Executive Director  
Term: Part-time or Full-time  
Start Date: January 8, 2024  
Compensation: \$19.00-\$24.00 per hour

**Challenge to Excellence Charter School**, a high performing, Premiere STEAM school in Douglas County, is looking for a part-time or full-time **Security Specialist** for the 2023-2024 school year. Challenge to Excellence is an academically advanced charter that specializes in STEAM education. Our school runs an effective one to one device program.

**Job Description:** The successful candidate will be responsible for advancing the mission and vision of the school through:

- Promoting and providing proactive security services and a safe and secure environment at our school.
- Providing a positive role model for students and developing and promoting positive relationships with students.
- Developing and promoting good community relations among various community members and school clientele.
- Monitoring and supervising students' activities at assigned locations in the building and/or on the grounds and enforcing parking regulations. Issue verbal warnings, written warnings, or parking summonses as appropriate to promote a safer learning environment.
- Enforcing Student Conduct and Discipline Code and other school rules and regulations; administer warnings to students or refer them to building administrators for disciplinary action as necessary to maintain a peaceful environment.
- Assisting law enforcement and District Security with enforcement of school district policies on controlled substances and mitigation strategies to promote a drug-free school environment.
- Watching for disturbances, fights, unauthorized visitors, or criminal activity. Assess danger and call for assistance if necessary; intervene to halt or prevent fights, disturbances, or other incidents. Diffusing threatening or confrontational situations between students or others to ensure order is restored and students are unharmed.
- Monitoring visitor access during school hours to ensure only authorized persons enter to maintain a safe and secure campus.
- Performing other related duties as assigned or requested.

### **Qualifications:**

- High School diploma or equivalent

**16995 Carlson Drive, Parker, CO 80134**  
**Phone: 303-841-9816    Fax: 303-840-3246**



- One (1) to three (3) years of job-related experience preferred, which may be gained by one (1) to three (3) years experience in law enforcement, adolescent supervision programs, or similar activities; or two (2) years of education in law enforcement, social services, behavioral sciences, counseling, or similar areas.
- Excellent communication skills (written and verbal)
- Must successfully pass reference checks and background checks
- Preferred: First Aid/CPR certification

**Essential Physical Requirements:**

- Occasional lifting five (5) to forty (40) pounds
- Frequent sitting
- Moderate bending, stooping, walking, standing, kneeling, squatting, and reaching
- Infrequent, but possible contact with violent youth and/or adults
- Infrequent, but possible physical intervention in assaults and/or fights or physical restraint of students and/or adults

**Application Instructions:** Candidates must submit the following to be considered for an interview:

- Fill out [application](#)
- Email the following to [careers@c2e.org](mailto:careers@c2e.org)
  - o Resume
  - o Cover letter
  - o Three letters of recommendation

This position will be open until filled, but will not be open past: March 1, 2024